

17 May 1957

MEMORANDUM FOR THE RECORD

SUBJECT: Proposal for Use of Portable Microfilm Camera at the Department of State.

1. Document Division receives some categories of State Department documents, e.g. Memoranda of Conversation, which are unsuitable for microfilming because they are poor carbons of typewritten copy, badly mimeographed or thermifax of loan documents which the Department will not allow out of its hands.
2. Circulation Branch of CIA Library in the person of [REDACTED] conducts a considerable traffic in documents which CIA has not received from State on original dissemination. In many of these cases, State will not loan its record copy to us and may require that the CIA requester travel to State to use the document. 25X1A
3. To insure that CIA obtains legible copy suitable for microfilming in the above cases, it is proposed:
 - a. That Machine Division select and arrange procurement of a microfilm camera best suited to the job. Copying Memoranda of Conversation [REDACTED] for Document Division suggests use of a quality camera but this will mean a staffing problem. Copying loan items suggests a portable camera but such equipment may not be adequate to deal with the poor quality documents mentioned in the preceding sentence. 25X1C
 - b. That Liaison Division [REDACTED] arrange with State for housing, operating staff if they will provide it, and working rules, particularly as to security measures, limitation of CIA service in providing complimentary copy, and access to the best copy available for filming purposes. 25X1A

[REDACTED] 25X1A

cc: [REDACTED]

25X1A